

STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board  
Office of Local Assistance  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

- ☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☐ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification			
<i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name		County	
City of American Canyon		Napa	
Authorized Signature		Title	
Type/Print Name of Person Signing		Date	Phone ( ) Include Area Code
Person Completing This Form (please print or type)		Title	
Affiliation:			
Mailing Address	City	State	ZIP Code
E-Mail Address			

<b>Section II: Information for New Generation-Based Study for Existing or New Base Year</b>	
<b>Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").</b>	
<i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>	
<b>1. Current Board-approved existing base year:</b>  <b>1990</b>	<b>2. Proposed new generation-based study year:</b>  <b>1999</b>
<b>3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:</b>  The City of American Canyon uses information it obtains from several activities that result in "waste diversion" as defined by the CIWMB. The data is generated from the three jurisdictions (City of Napa, County of Napa, and American Canyon) have used the same reporting and diversion allocation method since 1997. The method has shown stable results over this period.	

<b>4. Enter diversion rate information below.</b>			
<b>Diversion rate calculated using existing base year</b>	<b>a. -12 %</b>	<b>Diversion rate calculated using new generation-based study</b>	<b>b. 48 %</b>
<b>For existing base year pounds/person/day based on generation</b>	<b>4.5</b>	<b>For new generation based study pounds/person/day based on generation</b>	<b>9.75</b>
<b>Residential generation 35 %</b> <b>Non-Residential generation 65 %</b>		<b>Residential generation 35% %</b> <b>Non-Residential generation 65% %</b>	
<b>Population existing generation-based study 7,706</b>		<b>Population new generation-based study 9,125</b>	
<b>5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).</b>  There is an increase from 4a to 4b. The diversion rate is consistent with activities conducted or sponsored by local government and private entities and resulting in measureable diversion in the City of American Canyon during the reporting year. Data represents apportioned shares of measured amounts of materials diverted in activities monitored by staff of American Canyon Disposal Service, Napa County, Napa City, Syar Industries and the City of American Canyon. The reporting year data suggests an apparent increase in the pounds per person per day. The City does not find any relevance in this figure, since data in the initial waste generation study has proven of little value in diversion calculations. Base year generation values were calculated when the local landfill disposal reporting and diversion quantification systems were relatively undeveloped.			
<b>6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)</b>  The difference between rates shown in 4a and 4b is greater than 5 percentage points. It is unclear to the City why the two values are so widely disparate. One contributing factor may be that the base year values did not accurately portray actual conditions in the community in the early 1990's. The fact that the City has developed and sponsored and encouraged an array of diversion-causing activities in American Canyon over the past ten years may also contribute substantially to the observed difference.			

<b>7. Disposal Tonnage (enter values):</b>		2942 Residential	5484 Non-Residential	8498 Total
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Please select the ONE choice below that best explains your disposal data and complete the required tables.

☐ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytmdrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytmdrq.doc))

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytmdrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytmdrq.doc))

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested. Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt], white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

\*Please provide detailed Non-Residential waste information in Section 9.

Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
<b>Please use the Board's program types. The program type glossary is online at <a href="http://www.ciwmb.ca.gov/LGCentral/Forms/rytmdrq.doc">www.ciwmb.ca.gov/LGCentral/Forms/rytmdrq.doc</a></b>					
<b>Residential Source Reduction Activities</b>					
Backyard composting		0.0%			
Grasscycling		0.0%			
<b>Other Residential Source Reduction (list each program separately)</b>					
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Subtotal, Residential Source Reduction	0	0.0%			
<b>Residential Recycling Activities</b>					
Curbside Recycling	385	2.4%	ONP, OCC, glass, mixed paper, HDPE, PET, tin cans, aluminum cans	Actual tonnage records (ACDS only)	ACDS records
Buyback Centers					
Drop-off Centers					

Division Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/ multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ci.milb.ca.gov/IGCentral/Pdf/ProgramTypesReduce.htm">www.ci.milb.ca.gov/IGCentral/Pdf/ProgramTypesReduce.htm</a>					
<b>Other Residential Recycling (list each program separately)</b>					
ACDS herts collection	166	1.0%	Dirt and concrete	Actual tonnage records - MRF composting and recycling facility	ACDS records
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Recycling	551	3.4%			
<b>Residential Composting Activities</b>					
Green Waste Drop-off	212	1.3%	Yardwaste	Actual tonnage records - MRF composting facility (Buy-in drop-off only)	Company records
Curbside Green Waste	480	3.0%	Yardwaste	Actual tonnage records - MRF composting facility (ACDS curbside service)	ACDS records
Christmas Tree Program					
<b>Other Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Composting	592	4.3%			
Subtotal, Residential Diversion	1243	7.7%			
<b>Non-Residential Source Reduction</b>					
<b>Activities:</b>					
Non-Residential Waste Audits*					See Section 9
<b>Other Non-Residential Source Reduction (list each program separately)</b>					
Enter Program name					
Enter Program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Non-Residential Source Reduction	0	0.0%			

Diversion Activity	Actual Tons	Relative Percent to Total Generation	Specific Material Types (List operation where applicable in one box)	Specific Conversion Factor Used (If any) and Source	Type of Record and Location of Record
<b>Recycling</b>					
Please use the Board's program types. The program type glossary is online at: <a href="http://www.sanmb.ca.gov/GC/Central/Paris/Co/Res/Reduce.htm">www.sanmb.ca.gov/GC/Central/Paris/Co/Res/Reduce.htm</a>					
<b>Non-Residential Waste Audits*</b>	3522	21.7%		See Section 9	See Section 9
<b>Other Non-Residential Recycling (list each program separately)</b>					
Commercial collection (ACDS)	729	4.5%	ONP, OCC, glass, mixed paper, HDPE, PET, tin cans, aluminum cans, scrap metal	Actual tonnage records - Commercial recycling service (ACDS only)	ACDS records
ACDS inerts collection					
Buy-In Recycling	309	1.9%	Dirt and concrete	Actual tonnage records - Commercial recycling service (ACDS only) plus MRF composting and recycling facility	ACDS records
Enter program name	625	3.8%	ONP, OCC, glass	Actual tonnage records - Private recycler (Buy-In actual customer tonnage)	Company records
Enter program name					
<b>Subtotal Non-Residential Recycling</b>	<b>5185</b>	<b>31.9%</b>			
<b>Non-Residential Composting</b>					
<b>Non-Residential Waste Audits*</b>					
<b>Other Non-Residential Composting (list each program separately)</b>				See Section 9	See Section 9
<b>Green waste drop-off</b>					
Commercial green waste program	393	2.4%	Yardwaste (landscapers, etc.)	Actual tonnage records - MRF composting facility (Buy-In drop-off only)	Company records
Enter program name	891	5.5%	Yardwaste and produce trimmings	Actual tonnage records - MRF composting facility (ACDS collection service)	ACDS records
Enter program name					
Enter program name					
<b>Subtotal Non-Residential Composting</b>	<b>1284</b>	<b>7.9%</b>			
<b>Subtotal Non-Residential Diversion</b>	<b>6469</b>	<b>39.8%</b>			
<b>Non-Residential/Non-Residential Diversion Activities</b>					
ADC					
Sludge					
Scrap Metal					
Construction and Demolition	122	0.8%	Metal, OCC, concrete, dirt, yardwaste	Actual tonnage records - Mixed waste recycling program for roofers (C&D debris at MRF)	Company records
Landfill Salvage					
<b>Subtotal Residential Non-Residential Diversion</b>	<b>122</b>	<b>0.8%</b>			
<b>Total Res/Non-Res Source Reduction Tons</b>	<b>0</b>	<b>0.0%</b>			
<b>Total Diversion Tons</b>	<b>7834</b>	<b>48.3%</b>			
<b>Total Disposal Tons from Sec.7</b>	<b>8406</b>	<b>51.6%</b>			
<b>Total Generation Tons (Div+Dis)</b>	<b>16240</b>				



Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/ multiple materials in one box)	Specific Conversion Factor Used (If any) and Source	Type of Record and Location of Record
<p>Please use the Board's program types. The program type glossary is online at: <a href="http://www.chymb.ca.gov/GCentral/Paris/Co-des/Reduce.htm">www.chymb.ca.gov/GCentral/Paris/Co-des/Reduce.htm</a></p>	(A)	(Actual Generation)			
<b>Diversion Rate</b>	<b>48%</b>				

9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.  
(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g. paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other
Road Base Manufacturer		Concrete and asphalt		3522		3522	21.7%	O
Totals				3522		3522	21.7%	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

Road Base Manufacturer: The cooperating jurisdictions (City of Napa, Napa Uni. and American Canyon) use a formula (80%, 11%, and 9% respectively) to allocate diversion credit for materials recovered at the Syar Industry facility in Napa County. Syar managers record weights of concrete and asphalt received at the site over the course of the year. All records are available for review at the City of American Canyon Public Works Department.

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.

**Note:** program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept."

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids ▼	ACDS collection (dirt & concrete)	1995	475
Inert Solids ▼	Napa City Garbage Service demolition debris pilot (dirt & concrete)	1999	76
Scrap Metal ▼	Napa City Garbage Service demolition debris pilot	1999	24
Scrap Metal ▼	ACDS collection (steel)	1995	15
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.

Instead please provide date of Board approval of previously submitted information. \_\_\_\_\_ (Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Inert Solids ▼	Road Base Manufacturer (countywide totals)	4,651	1,129	3,522
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				